

DEPARTMENT OF THE ARMY  
HEADQUARTERS, UNITED STATES ARMY MATERIEL COMMAND  
5001 EISENHOWER AVENUE, ALEXANDRIA , VA 22333-0001

AMC REGULATION  
NO. 870-1

12 June 1997

Historical Activities

U.S. ARMY MATERIEL COMMAND HISTORICAL PROGRAM

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1. **Purpose.** This regulation outlines the general responsibilities, policies, and procedures for the preparation and use of military history in the U.S. Army Materiel Command (AMC).

2. **References.** AR 870-5, Military History: Responsibilities, Policies, and Procedures, 12 July 1993.

3. **Responsibilities.** a. Headquarters (HQ) AMC. All HQ AMC Deputy Chiefs of Staff (DCS) and Separate Staff Offices will--

(1) Upon request from the Historical Office, prepare an annual command history feeder report with--

(a) Organizational changes such as changes in authorized manpower, organizational structure, or key personnel, as well as a narrative explanation of why the changes occurred.

(b) A narrative discussion of key events, decisions and issues that the DCS or Office was involved in.

(c) A selection of key documents supporting the narrative discussion of key events, decisions and issues. These may include but are not limited to decision papers, memoranda, point papers, etc.

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\*This regulation supersedes AMC-R 870-1, 26 March 1969, and all changes.

(2) Upon request from the Historical Office, prepare a Commanding General's initiative report covering key issues in its area of responsibility in which the Commanding General has been directly involved or interested.

(3) In areas where they the subject matter expert, assist the Historical Office by providing Operational Security (OPSEC) (in coordination with the DCS for Intelligence (AMCMI)) and factual reviews of historical studies.

(4) Review all records prior to disposition to ensure that historically valuable records are offered to the Historical Office.

b. The AMC Historian will--

(1) Manage the historical activities of the HQ AMC and major subordinate commands (MSC) and develop the overall Command Historical Program.

(2) Oversee the overall command oral history program and the execution at HQ AMC of the oral history program.

(3) Direct the AMC Command Annual History Program and the execution at HQ AMC of the Annual Command History.

(4) Manage the Command Historical Research Collections (HRC) and the execution of the HRC at HQ AMC.

(5) Manage the Command Historical Staff Ride Program (HSRP) and the execution of HSRP at HQ AMC.

(6) Direct the Command Historical Inquiry Program (HIP) and the execution of the HIP at HQ AMC.

(7) Provide oversight of the Command Heraldic Program (HP) and the execution of the HP at HQ AMC.

(8) Manage the command program and the execution at HQ AMC of the Command Historical Publications Program (AR 870-5, paragraph 4-7), including publication of Logistics Issues Research (LIR) Monographs.

(9) Perform liaison with the Department of the Army Center of Military History, the U.S. Military History Institute,

other major Army Commands (MACOM) and other governmental and private historical organizations.

(10) Act as liaison between HQ AMC and the museums and historical holdings controlled by AMC organizations.

(11) Perform or ensure performance of staff assistance visits.

c. All AMC MSCs will--

(1) Have a Command Historian that reports directly to the MSC Command Group.

(2) Ensure that functions listed in AR 870-5, paragraphs 4-4 to 4-7 and 4-10, are carried out.

d. All MSC Historical Offices will--

(1) Prepare an Annual Command History per AR 870-5, paragraph 4-6a.

(2) Provide historical support of leader development activities such as providing staff rides when feasible and the supervision of military educational activities.

(3) Have an oral history program which, at a minimum, will include an end-of-tour interview with the Commanding General.

(4) Maintain a Historical Research Collection to keep key documents relating to the history of their command.

(5) Prepare historical studies as needed per the provisions of AR 870-5, paragraphs 4-4 through 4-4c.

(6) Respond to historical inquiries from within the MSC, from other elements of AMC, from other Army and Department of Defense (DOD) organizations, other federal agencies, foreign governments and their citizens, and the general public.

(7) Act as liaison between MSC and the HQ AMC Historical Office on issues involving memorialization and heraldry.

(8) Provide historical support as appropriate to program executive officers (PEO) and program/project/product managers (PM) supported by the MSC.

(9) Provide historical support and guidance to all subordinate elements of their command.

(10) Carry out as appropriate other functions listed in AR 870-5, paragraph 4-4.

e. All AMC separate reporting activities (SRA) and PMS reporting directly to AMC will--

(1) Either have a Historical Office or appoint an extra-duty Historical Officer and notify the AMC Historical Office of the appointment.

(2) Prepare an Annual Command Summary unless otherwise directed to prepare an Annual Command History.

**4. Historian's Activity Report (RCS CSHIS-9(1)).** a. All MSC Historical Offices will prepare a semiannual Historian's Activity Report and submit it to Commander, Army Materiel Command, ATTN: AMCHO, 5001 Eisenhower Avenue, Alexandria, VA 22333-0001.

b. The report covering the January to June reporting period shall be submitted no later than 1 September and the report covering the July to December reporting period shall be submitted no later than 1 March.

c. The report shall include the following:

(1) A listing of all full-time personnel in the Historical Office listed by position, grade, title, and name.

(2) A list of major historical projects in process and their current status and projected completion date.

(3) A summary of major problems facing the Historical Office and the actions being taken to resolve them.

(4) A list of staff rides performed, including purpose, date, location, number of attendees, and after action report (if any).

(5) A list of oral history interviews conducted during the period and an updated status of on-going interviews, along with copies of interview reports for those interviews completed during the period. Interview reports are described in AR 870-5, appendix D.

(6) A summary of major staff actions undertaken for the MSC Commander, including special projects and programs undertaken by the Historian.

**5. Annual Histories (RCS CSHIS-6(4)).** a. Each MSC, SRA, and PM reporting directly to AMC will prepare an annual history on a fiscal year basis due within 12 months after the end of the fiscal year.

b. The Annual History will be either an Annual Command History or an Annual Historical Summary, as described in AR 870-5, paragraph 4-6.

c. MSCs and any other organization with a full-time historian will prepare an Annual Command History.

d. All SRAs and PMs reporting directly to AMC that do not have a full-time historian will prepare an Annual Command Summary.

e. The Annual History will be distributed as follows:

(1) One copy to Army Materiel Command, ATTN: AMCHO, 5001 Eisenhower Avenue, Alexandria, VA 22333-0001.

(2) One copy to the Center of Military History, ATTN: DAMH-FI, Washington, DC 20005-3402.

(3) One copy to the U.S. Army Military History Institute, Carlisle Barracks, PA 17013-5008.

(4) Additional copies for locally determined distribution are authorized.

**6. Museums.** a. Correspondence between commanders of organizations having museums and the Center of Military History (CMH) on museum matters will be forwarded as follows:

(1) Procedural and policy matters such as those concerning establishment, closure, funding, missions, and resources will be sent through Commander, Army Materiel Command, 5001 Eisenhower Avenue, Alexandria, VA 22333-0001, ATTN: AMCHO; to the Center of Military History, ATTN: DAMH-MD, Washington, DC 20005-3402.

(2) Correspondence concerning museum technical matters such as the designation, identification, cataloging, accessioning, exhibit, accountability, loan, transfer, utilization, conservation and preservation of historical artifacts may be sent directly to CMH.

(3) Museums scheduled to undergo their 5-year certification inspection will--

(a) Provide the following information to AMCHO as soon as possible after receiving notification of the projected inspection:

- Date of the inspection.
- Anticipated outcome.
- Any projected problem areas that might cause the museum to fail its certification inspection.

(b) Following notification of the results of the inspection, the museum will immediately notify AMCHO.

The proponent of this regulation is the United States Army Materiel Command. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to the Commander, HQ AMC, ATTN: AMCHO, 5001 Eisenhower Avenue, Alexandria, VA 22333-0001.

FOR THE COMMANDER:

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